



# *Manager's Report*

## *for Council Meeting of May 24, 2005*

### **FINANCE**

Listed below are new businesses licensed during this period:

#### **Business Name**

Art by Brkic  
ATA Home Improvement  
Basco's Enterprises, Inc.  
Bebe's Nail Supply, Inc.  
Diggetysticks  
Fun Care  
Furniture Care  
Hands of Integrity  
Jobani Heating & Cooling  
Loudoun Computer Solutions  
Magna Photo  
Play'n Around Gym  
Steve Cave Tool Sales T/A Matco Tools  
Target Store

### **HUMAN RESOURCES**

New hires and terminations for the period of May 3 to May 15, 2005

#### **New Hires**

Brett Seace  
Rachael Elsea

#### **Position**

Maintenance Wkr. I  
Front Desk Clerk III

#### **Department**

EPW  
Parks & Rec.

#### **Promotions**

Mehmet Odkan  
Justin Jobe

Utility Plant Operator  
Utility Plant Operator

Utilities  
Utilities

#### **Separations**

Briana Tucker  
T.F. Butler

Office Assoc. I  
Master Police Officer

Utilities  
Police

**Manager's Report**  
**PLANNING, ZONING & DEVELOPMENT**

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May 24, 2005

**PLANNING DIVISION**

DIVISION OF CURRENT PLANNING PLAN REVIEW ACTIVITY			
PLANS REVIEWED DURING THE PERIOD OF: MAY 3, 2005 – MAY 16, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Banyan Cove (900 block Edwards Ferry Rd, NE) TLPF-2005-0002	Final Development Plan	1 <sup>st</sup>	Proposal to construct 15 multifamily condominium (townhouse style) units.
Catoctin Circle SW Trail Extension TLCI-2005-0005	Capital Improvement Plan	1 <sup>st</sup>	Extension of pedestrian trail along a portion of Catoctin Circle SW.
South King Street Center (800 block South King St, SE) TLPF-2004-0012	Final Development Plan	2 <sup>nd</sup>	Proposal to construct 20,192 square feet of retail uses including, but not limited to, a daycare and a drive-thru bank.
South King Street Center (800 block South King St, SE) TLBV-2005-0002	Easement Plat	1 <sup>st</sup>	Proposal to create various on-site easements related to the construction of 20,192 square feet of retail uses including, but not limited to, a daycare and a drive-thru bank.
South King Street Center (800 block South King St, SE) TLBV-2005-0002	Boundary Line Vacation Plat	1 <sup>st</sup>	Proposal to vacate some existing property lines related to the construction of 20,192 square feet of retail uses including, but not limited to, a daycare and a drive-thru bank.
Oaklawn Grading Plan	Request for Preliminary/Final Development Plan Authorization	1 <sup>st</sup>	Proposal to grade the entire Oaklawn tract at the time of the Oaklawn at Stratford, Phase 1 Public Improvements.
Turner Wilson (100 block Lawson Rd, SE) TLRD-2005-0006	Revision to Approved Construction Drawings	1 <sup>st</sup>	Construction of 16 single family detached residential dwelling units and associated infrastructure.
Battlefield Parkway/Route 7 to Tavistock Drive TLCI-2005-0006	VDOT Referral	1 <sup>st</sup>	Extension of Battlefield Parkway from Route 7 to the intersection with Tavistock Drive including the construction of a bridge over the W&OD Trail.

PLANS ACCEPTED FOR REVIEW DURING THE PERIOD OF: MAY 3, 2005 – MAY 16, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Henderson Property (115 Prince Street) TLPS-2005-0001	Sketch Plan	2 <sup>nd</sup>	Proposal to subdivide 2 existing lots into 5-6 single family detached residential dwelling lots and related improvements including a public street.
Oaklawn Grading Plan	Request for Preliminary/Final Development Plan Authorization	1 <sup>st</sup>	Proposal to grade the entire Oaklawn tract at the time of the construction of Oaklawn at Stratford, Phase 1 Public Improvements.
Turner Wilson (100 block Lawson Rd, SE) TLRD-2005-0006	Revision to Approved Construction Drawings	1 <sup>st</sup>	Construction of 16 single family detached residential dwelling units and associated infrastructure.
Loudoun County Fire & Rescue Training Center Expansion	Loudoun County Referral	3 <sup>rd</sup>	Proposal to expand the existing Fire & Rescue Training Center.
Dulles Greenway/Battlefield Parkway Interchange	Sketch	2 <sup>nd</sup>	Proposal to construct the Dulles Greenway/Battlefield Parkway Interchange at the Oaklawn at Stratford.
Truckers Supply	Request for Preliminary/Final Development Plan Authorization	2 <sup>nd</sup>	

Holy Trinity Lutheran Church (605 West Market Street) TLPF-2003-0010	Preliminary/Final Development Plan	3 <sup>rd</sup> Insert	Construction of a 10,581 square foot building expansion onto the existing church building for expansion of child care and church uses.
Star Pontiac, Buick, GMC Building Expansion TLPF-2004-0013	Preliminary/Final Development Plan	3 <sup>rd</sup>	

**PLANS APPROVED OR RECORDED DURING THE PERIOD OF:  
APRIL 5, 2005 – APRIL 18, 2005**

<b>Project Name (Address/Location)</b>	<b>Project Type</b>	<b>Submission Number</b>	<b>Proposal Description</b>
Leesburg Shopping Center TLRD-2005-0003	Revision to Approved Development Plan	3 <sup>rd</sup>	Approved- revision to an approved plan depicting the replacement of a 86,666 square foot retail center with smaller tenants totaling 53,000 square feet and three proposed pad sites.

## **ZONING DIVISION**

### **Zoning Permits Issued Residential**

5 SFA - Rosebrook - \$120,000

1 SFD - Georgetown Mews - \$600,000

### **Zoning Permits Issued Commercial**

307 Parker Court SE – Auto Sales/Service Facility – \$112,000

### **Occupancy Permits Issued Residential**

4 Multi-Family units - Stratford

2 SFD - Beauregard

3 SFA - Potomac Crossing

7 SFD – Stowers

### **Occupancy Permits Issued Commercial**

57 Catocin Cir SE – interior fit up – “Treasure House”

707-E East Market St. – occupancy only – Prosperity Center

## **SPECIAL EXCEPTIONS: 18 ACTIVE OR UNDER REVIEW FOR ACCEPTANCE**

1. TLSE-2003-0007, 9 Cardinal Park Drive (Jerry's Ford): Located in the southwest quadrant of the intersection of Trailview Boulevard and Cardinal Park Drive. The applicant, John's Ford, Inc. t/a Jerry's Leesburg Ford, seeks special exception approval for an outdoor vehicle storage use on a portion of a 3.58-acre parcel. The plans were rejected for review on November 19, 2003. The applicant submitted a traffic study on November 12, 2004 and the revised application has been accepted. First submittal comments were sent to the applicant on January 31, 2005. Second submittal documents were sent to referral agencies April 20, 2005 and comments were due May 16, 2005.
2. TLSE-2004-0002 Leesburg Plaza West: Located on north side of East Market Street behind the Long & Foster building. The applicant seeks special exception approval to permit a 3,663 square foot bank with three drive-thru lanes on a proposed 54,000 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.
3. TLSE-2004-0003 Leesburg Plaza East: Located at the northwest quadrant of the intersection of Plaza Street and Market Street (in front of the Office Depot store). The applicant

seeks special exception approval to permit a 3,244 square foot bank with two drive-thru lanes on a proposed 34,590 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.

4. TLSE-2004-0008 Meadowbrook Bank Drive-Thru-EAST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The commission advised the applicant to revise the application for resubmission. A revised application was expected to be submitted on May 16, 2005. This application will track behind the rezoning application.

5. TLSE-2004-0009 Meadowbrook, Bank Drive-Thru-WEST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The commission advised the applicant to revise the application for resubmission. A revised application was expected to be submitted on May 16, 2005. This application will track behind the rezoning application.

6. TLSE-2004-0010 Meadowbrook, Convenience Store/Gas Pumps: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 7,000 square foot convenience store with 12 gas pumps. The application was officially accepted for review on May 4, 2004. The staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The commission advised applicant to revise the application for resubmission. A revised application was expected to be submitted on May 16, 2005. This application will track behind the rezoning application.

7. TLSE-2004-0011 Hertz Rent-A-Car: Located at 4 Cardinal Park Drive, S.E. in an existing auto body repair shop (Craftsman Auto Body). The applicant requests approval to rent autos to auto body shop patrons. The application was submitted April 8, 2004, resubmitted May 4, 2004, and rejected for acceptance on May 12, 2004. The application was resubmitted and accepted for review on October 5, 2004. Review comments were forwarded on November 12, 2004, the second submission was received on March 21, 2005, and referral comments were forwarded on April 11, 2005. The Planning Commission public hearing was held May 5, 2005.

8. TLSE-2004-0018 Gatehouse Networks/Edwards Landing: Located along Woods Edge Drive, N.E. at the intersection of Chickasaw Place. The applicant, Gatehouse Networks, requests permission to build a 448 square foot equipment building with three satellite dishes on HOA property. The plans were submitted on June 10, 2004 and were officially rejected on June 22, 2004 due to failure to meet minimum submission requirements. The plans were resubmitted and accepted on September 20, 2004 and staff comments were issued on October 1, 2004. Second submission plans were received on January 28, 2005. Second submission referral comments were forwarded to the applicant March 14, 2005. The Planning Commission public

hearing was held on April 21, 2005. This application has been placed on hold pending determination of whether applicant had the proper owner's authorization on the application, and whether the current owner agrees to permit the application to continue.

9. TLSE-2004-0019 Village at Leesburg – Residential Land Bay “A”: Located on the south side of Route 7, east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build 85 apartment units in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004, revised plans were received on February 28, 2005, and third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

10. TLSE-2004-0020 Village at Leesburg – Parking Garage #1 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 105,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005 and third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

11. TLSE-2004-0021 Village at Leesburg – Parking Garage #2 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant KSI Services, Inc., requests permission to build a 70,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. Third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

12. TLSE-2004-0022 Village at Leesburg – Parking Garage #3 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 49,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. Third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

13. TLSE-2004-0023 Village at Leesburg – Parking Garage #4 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 72,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004.

Revised plans were received on February 28, 2005. Third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

14. TLSE-2004-0024 Village at Leesburg – Bank with Drive-Thru in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 5,000 square foot bank with 5 drive-thru lanes and an ATM in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. Third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

15. TLSE-2004-0025 Village at Leesburg – Parking Garage #5 in Land Bay “E”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 108,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. Third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

16. TLSE-2004-0026 Village at Leesburg – Hotel in Land Bay “E”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build an 118,000 square foot hotel with 115 rooms in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. Third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

17. TLSE-2004-0030 Corner Stone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to expand existing Special Exception# 97-01 and 97-08 pursuant to section 3.4 of the Town of Leesburg Zoning Ordinance to add a 3,600 square foot classroom space to the existing structure. First submittal comments were due March 21, 2005 and comments were sent to the applicant on April 28, 2005.

18. TLSE-2005-0003 Petsmart Veterinary Hospital. Located in the Leesburg Plaza Shopping Center at the old K-Mart site, the applicant Petsmart, Inc. seeks to obtain special exception approval for a 2,000 square foot veterinary hospital within a Petsmart retail store. The application was accepted for review on April 15, 2005. First submittal review comments were due May 18, 2005.

### **REZONINGS: 5 ACTIVE**

1. TLZM-2003-0005 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to rezone approximately 51.5 acres from R-6, B-2 and B-3 to PRN to permit 196 residential units. The plans were accepted for processing on November 21, 2003, revised plans

were submitted on May 4, 2004, and second submission review comments were forwarded on August 3, 2004. Staff is currently waiting for plans to be resubmitted. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.

2. TLZM-2004-0001 Meadowbrook: Located on the east side of Route 15, south of the Route 15 Bypass and west of Evergreen Mill Elementary School. The applicant, Centex Homes, seeks to rezone 324 acres from R-1 to PRC (Planned Residential Community) to permit 1,356 dwelling units and 275,000 square feet of commercial uses on the property. The application was officially accepted for review on May 4, 2004 and staff comments were issued on July 28, 2004. The second submission was received on November 19, 2004 and staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. A special work session was held on March 28, 2005 to continue review. Revised plans were anticipated from the applicant on May 16, 2005. No date has been determined for a vote.

3. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI services, Inc., seeks to rezone 158.45 acres from the I-1 District to B-4 (89.51 acres) and PRC (60.60 acres) to permit 635 residential dwelling units and 1,010,400 square feet of nonresidential uses on the property. The plans were submitted on June 11, 2004 and were officially rejected on June 24, 2004. The plans were resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded on December 21, 2004. Revised plans were received on February 28, 2005 and third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

4. TLZM-2004-0007 Corner Stone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to amend Proffer #10 of #ZM-58 Richlynn Development, Inc. to reduce a 25-foot side and rear setback to 20-feet in order to permit Cornerstone Chapel to build an additional 3,600 square feet of classroom space to an existing building. First submittal comments were due March 21, 2005. Comments were sent to the applicant on April 28, 2005.

5. TLZM-2005-0001 Harrison Park: Located at the northeast quadrant of the intersection of Catoctin Circle and Harrison Street, the property is approximately 11.65 acres in size. The applicant, Mitchell and Best Homes, proposes a mixed use community containing 352 Multi-Family units with 90 units in the two-over-two configuration that resembles townhouses. The remaining units would be located in a vertical mix above the office and retail use, and 74,890 square feet of retail and office space. First review comments were sent to the applicant on May 5, 2005.

#### **TOWN PLAN AMENDMENTS: 2 ACTIVE**

1. TLTA-2003-0001 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to eliminate the extension of the Dulles Greenway from its interchange with the Route 15 Bypass to Catoctin Circle. The amendment was accepted for processing on November 21, 2003, revised plans were submitted on May 4, 2004, and second submission review comments were forwarded to the

applicant on August 3, 2004. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.

2. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI Services, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to replace the cloverleaf interchange at the intersection of Route 7 and River Creek Parkway with a diamond interchange. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004. On February 11, 2005 VDOT issued a letter approving the redesign at the interchange to a modified diamond. Revised plans were received on February 28, 2005. Third submission comments were due March 30, 2005. The Planning Commission public hearing was held May 19, 2005.

### **ZONING ORDINANCE AMENDMENTS:**

1. ZOAM-2005-0001 Noise Limitations. Council initiated amendments to the Zoning Ordinance at the January 11, 2005 meeting under Resolution No. 2005-07. A public hearing before the Planning Commission is scheduled for June 2, 2005.

### **BOARD OF ZONING APPEALS CASES**

None at this time.

### **BOARD OF ARCHITECTURAL REVIEW CASES**

The next regularly scheduled B.A.R meeting is June 20, 2005 at 7:30 p.m.

### **WATER & SEWER ADMINISTRATION**

#### **During this time frame:**

- 22 Public Facility Permits were issued totaling \$378,420.
- 15 work orders were issued for meter sets.
- 15 requests for occupancy inspection were issued.

#### **Capital Projects Update:**

- During this period, nice plans were received and reviewed with one request for water and sewer system computer modeling received.
- Attended several meetings with developers regarding proposed development plans.
- The Utility Department Environmental Management Study group has developed a town-wide policy which has been endorsed by town staff, the Environmental Advisory Commission and the Town Council. Work continues on preparation of documents and homework assignments for the second workshop in June.
- Staff is proceeding with the preparation of a special exception application for two elevated storage tanks, one of which is located within the town limits and one in the county.
- Construction activities have begun on the Woodlea Manor Booster Station.
- Work on the water system improvements is proceeding well and the contractor has completed King Street and is working on the First Street portion.
- The pre-bid for the Utility Maintenance Building was held on May 12. The bids are due on May 26.



- The newly developed water maps by the GTG Group have been submitted and are under review.

## **UTILITY LINES DIVISION**

### **Routine Items Include:**

- Turn on's and off's
- water meter readings
- complaint investigations
- rodding & cleaning sanitary sewer trouble spots
- marking water and sewer lines for contractors and citizens
- vehicle and ditch maintenance
- bush hogging

### **Summary Programs**

- Performed complete maintenance on 4 fire hydrants.
- 19 new connections to the town utility system
- 2 water leak repairs
- 770 requests to locate utilities

## TOWN OF LEESBURG

Full-time vacancies as of May 13, 2005

Department		Position Title	Date of Vacancy	Ad Placed	Apps Rcvd	Prelim Interview	Final Interview	Offered	Accepted
<b>Eng &amp; PW</b>	1	Senior Engineer-Stormwater Management	7/1/04	√	√	√	√		
	1	Chief of Engineering	11/30/04	√	√	√			
	1	Maintenance Worker II	4/29/05	Internal Recruiting/Pilot Program					
	1	Maintenance Worker I	3/7/05	√	√	√	√	√	√
<b>Executive</b>	1	Town Attorney	pending	√	√				
<b>Planning &amp; Zoning</b>	1	Sr. Planner (Historic Preservation)	1/11/05	√ (readvertised)					
	1	Planner	3/18/05	√	√				
	1	Admin. Associate II	4/15/05	External recruiting began on 5/3/05					
<b>P&amp;R</b>	1	Recreation Program Supervisor – Special Events	3/7/05	√	√	√	√	√	
	1	Outdoor Facil. Superv.	4/13/05	√					
<b>Police</b>	1	Police Records Assistant	2/24/05	√	√	√	√		
	5	Police Officer I	4/7/05	√	√				
<b>Util Admin</b>	1	Senior Engineer	7/1/02	External recruiting began on 5/3/05					
<b>Util. WPCD</b>	1	Utility Plant Operator ** (Wastewater) or Trainee	2/11/05	√ (readvertised)					
	1	Office Associate I	5/6/05	√					
<b>Util. Water Supply</b>	1	Water Plant Operator Trainee	3/21/05	√	√	√	√		
<b>TOTAL</b>	20								

\*On hold = Department is not actively recruiting this position.

\*\* Position has been offered and accepted, but candidate has not yet started.

\*\*\* There are also interviews currently taking place for two part-time Parking Enforcement Officers through the Finance Department and on part-time Library Associate position being advertised through the Balch Library. Also, there is one part-time Office Associate I and one temporary part-time Office Associate I position being advertised for the Human Resources Department.

John A. Wells